

**Minutes of the Regular Meeting of the
Batavia Township Board
131 Flinn St., Suite B
Batavia, IL 60510**

Tuesday – October 11, 2022

1. **Call to Order:** The Batavia Township Board meeting was called to order at 7:00 p.m. by Supervisor Leigh Tracy who led the Pledge of Allegiance.
2. **Roll Call:** The Clerk called the roll. Attending the meeting were Supervisor Leigh Tracy, Clerk Penelope Tracy, Trustees Walt Donat, Troy Tousana, Tom Sharp, and John West, and Township Highway Commissioner Chris Long. Also attending was Township Attorney Van Larson.
3. **Approval of Minutes:** Trustee Donat moved to approve the minutes of the September 13, 2022 Batavia Township Board meeting. Trustee West seconded the motion. The motion was approved as follows: Ayes – 5, Nays - 0. Attorney Larson noted that the minutes of the closed sessions required approval. Supervisor Tracy said approval of these minutes would be on next month's agenda.
4. **Approval of Bills to be paid in October:** Supervisor Tracy reviewed the bank statements for both the road fund and the general fund. Trustee West moved to approve payment of the October General Fund bills in the amount of \$332,484.71. Trustee Tousana seconded the motion. Roll call: Ayes – 5, Nays - 0. The motion passed.

Supervisor Tracy added an additional \$42.50 to the road fund bills. Trustee Sharp moved to approve payment of the October Road Fund bills in the amount of \$16,622.20. Trustee West seconded the motion. Roll call: Ayes – 5, Nays - 0. The motion passed.

5. **Supervisor's Report:** Supervisor Tracy reported that Layla Brown, the township's case worker and office manager, had been terminated effective September 30. She was offered a severance package that included payment of her health insurance premium through the end of 2022. Tracy then introduced Sara Moses who has been hired to fill the position of case worker/office manager. Sara has previous office experience and will be trained for the case worker position. During the training period, Tracy and the Aurora Township case worker will handle requests for general and emergency assistance.

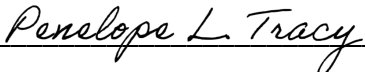
Tracy also reported that the township is switching to a new payroll service that will provide better customer service and support. He also announced that the annual Kane County Township Dinner will be held October 26 at Lincoln Inn Banquets in Batavia. Lastly, Tracy confirmed registration

attendance for the Township of Illinois Conference to be held in Springfield on November 13, 14, and 15.

6. **Assessor's Report:** No report.
7. **Road Commissioner's Report:** Road Commissioner Long reported that brush pick up has ended and leaf collection will begin soon. He also reported that the required preventative maintenance testing has been done on his vehicles. He also noted that his staff is down to two employees following the recent retirement of a staff member.
8. **Public Participation:** None
9. **Old Business:** None
10. **New Business:** Supervisor Tracy requested the following motions transferring funds from one budget line to another budget line to avoid showing deficit spending in budget categories.
 - Trustee Tousana made a motion to transfer \$1,000 from the general assistance budget to the emergency assistance budget. Trustee Donat seconded the motion. Roll call: Ayes – 5, Nays - 0. The motion passed.
 - Trustee Donat moved to transfer \$2,000 from the administrative expenses budget to the risk management budget to cover the additional cost of this year's insurance premium. Roll call: Ayes – 5, Nays - 0. The motion passed.
11. **Trustee Reports:** Trustee West, as the Batavia township representative to the Batavia Township Community Mental Health 708 Board, reported on the highlights from their recent meeting. The Inc. Board recently sold three properties and now has approximately \$1,000,000 to spend. West said the Board is seeking suggestions for distributing the money. During the last year Batavia residents received 3,154 units of service from agencies funded by the 708 Board. The Board also held an election of officers.
12. **Adjournment:** As there was no further business to discuss, Trustee West moved to adjourn the meeting, seconded by Trustee Donat. The motion was passed with a voice vote and the meeting was adjourned at 7:51 p.m.

The next regular meeting of the Batavia Township Board is scheduled for November 8, 2022, at 7:00 p.m.

Respectfully submitted,



Penelope L. Tracy, Batavia Township Clerk